

DELTA PROTECTION COMMISSION

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**AGENDA ITEM # 10**

May 14, 1999

To: Delta Protection Commission

From: Margit Aramburu, Executive Director

Subject: Consideration of Expenditures from FY 98-99 Budget

Status of FY 98-99 Budget:

For FY 98-99, the Commission received \$287,000 from three special funds. Attached is a summary of expenditures for the first 10 months of FY 98-99. In the first 10 months, the Commission expended approximately \$194,000. Expenses for the remainder of the fiscal year (salaries, office expenses, etc.) are estimated at \$20,000 per month for a total of \$40,000. These estimates would result in approximately \$53,000 in unexpended funds. All unexpended funds must be returned to the fund of origin.

Recommendations for End of Year Equipment Expenditures: \$18,000 Total

Purchase of New Computers to be Y2K Compliant: Department of Conservation computer staff has tested the Commission's four computers. Three of the four failed the Y2K compliance test and need to be replaced before 1/1/00.

Note: Two computers were purchased in Fall of 1993 with funds provided to the Commission by San Joaquin County for start-up costs. One computer is the Geographic Information System/Internet Computer that was purchased through the contract with Berkeley in 1994. The one computer that passed the Y2K compliance test was purchased in Fall of 1998.

Staff Recommendation: Staff recommends purchasing two new computers and printers and software to allow all three of the computers use the Internet and e-mail. Each of the new computers will have adequate memory to run the Geographic Information System software and data, thus eliminating the need for a fourth computer. The Commission must purchase computers from the State Computer Store, or receive bids from an authorized vendor. Estimates are still being gathered, based on the recommendations of the Budget Committee as to capacity of the computers.

Estimated Cost: \$8,000

Purchase of New Copier: The Commission's copier was also purchased in Fall of 1993 with funds provided by San Joaquin County for start-up costs. The total cost--copier, tax, delivery and one year maintenance contract--was approximately \$9,000. The copier has worked well, but needs to be replaced.

The Budget, Finance and Administration Subcommittee asked staff to evaluate leasing versus purchasing--based on a five year life, staff determined it is less expensive to purchase a copier than to lease a copier. The State cannot take advantage of tax programs available to private business.

Staff Recommendation: Staff recommends purchasing a copier with a one year maintenance contract. Supplies would be purchased separately. Staff is still evaluating models similar to the Commission's equipment, including looking at each model.

Estimated Cost: \$8,000 (total cost--taxes and delivery, and a one year maintenance contract.

Purchase of Some New Office Furniture: The Commission acquired all its furniture as surplus from the State Lands Commission, or the State used furniture warehouse.

Staff Recommendation: Staff recommends purchase three new "task" chairs; a couple of small work tables; and some miscellaneous storage units. All furniture will be purchased from Prison Industries.

Estimated Cost: approximately \$2,000

Register Report

4/1/99 Through 4/30/99

5/6/99
140.elf

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Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 3/31/99						71,081.50
4/13/99		Department of General...	Rent	Admin Fees		-9.57
4/13/99		Department of General...		Admin Fees		-4.08
4/21/99		ADT	Office	Security		-33.48
4/21/99		Airtouch Cellular	Utilities	Cel Phone		-22.03
4/21/99		UC Regents	Management of H2O i...	Training		-275.00
4/21/99		Teale	GIS	Contract		-367.50
4/21/99		SMUD	Utilities	Electricity		-27.21
4/21/99		Stockton Record	Newspaper	Subscriptions		-38.79
4/21/99		Office Depot	Office	Office Supplies		-80.57
4/30/99		Fancis Brown	Office	Rental		-450.00
4/30/99		Debra Eddy	Wages and Benefits	Salary		-4,430.53
4/30/99		Lori Clamurro	Wages and Benefits	Salary		-2,208.06
TOTAL 4/1/99 - 4/30/99						-7,946.82
BALANCE 4/30/99						63,134.68
TOTAL INFLOWS						0.00
TOTAL OUTFLOWS						-7,946.82
NET TOTAL						-7,946.82

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4/1/99 Through 4/30/99

5/6/99
516.HWF

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Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 3/31/99						47,015.50
4/30/99		Margit Aramburu	Wages and Benefits	Salary		-7,160.95
4/30/99		State Controllers	Admin	Pro Rata (4/99-6 99)		-5,277.75
4/30/99		State Controllers	Admin	Pro Rata (1/99-3 99)		-5,277.75
TOTAL 4/1/99 - 4/30/99						-17,716.45
BALANCE 4/30/99						29,299.05
TOTAL INFLOWS						0.00
TOTAL OUTFLOWS						-17,716.45
NET TOTAL						-17,716.45